

1. To sign up for the bankdraft program the following must be done.
 - A. This form must be completed and turned in (received by utility office), along with a voided check, by the 28th of the month to become effective for the following month. (Do not e-mail it.)
 - B. Your account must be at a zero balance.
2. You will still receive a monthly bill. It will indicate "auto payment". The amount due will be deducted from your bank account on the due date.
3. To cancel, you must notify this office before the 28th of the month to become effective for the following month.
4. The bankdraft is created with the bill and cannot be stopped/canceled.
5. A returned bankdraft may incur additional fees.

CITY OF OIL CITY
UTILITY OFFICE
AUTHORIZATION FOR AUTOMATIC
WITHDRAWALS FOR WATER UTILITY PAYMENTS

SIGN _____

CUSTOMER
NAME _____

PRINT

SERVICE
ADDRESS _____
(For Additional Service Addresses Use Back of Sheet)

TELEPHONE NUMBER _____

NAME OF BANK _____

NAME ON BANK ACCOUNT _____

BANK ACCOUNT NUMBER _____

For Office Use Only

Customer Account No./Service Address

Bill I.D. No. _____ Date _____

___ CHECKING **___ SAVINGS**